



## NARRATIVE INFORMATION SHEET

### 1. **Application Identification:**

- a. Full Name: City of Wilmington, DE
- b. Address of Applicant: 800 North French Street, Wilmington, DE, 19801-3537

### 2. **Funding Requested:**

- a. Assessment Grant Type: Community-Wide
- b. Federal Funds Requested:
  - i. \$300,000
  - ii. N/A
- c. Contamination:
  - i. Hazardous Substances: \$199,900
  - ii. Petroleum: \$100,100

### 3. **Location:**

- a. City: Wilmington
- b. County: New Castle County
- c. State/Tribe: Delaware

### 4. **Property Information for Site-Specific Proposals:** N/A

### 5. **Contacts:**

- a. Project Director
  - i. Name: Matthew Harris, Senior Planner II
  - ii. Phone: (302) 576-3110
  - iii. Email: mharris@wilmingtonde.gov
  - iv. Mailing Address: 800 North French Street, Wilmington, DE, 19801-3537
- b. Chief Executive/Highest Ranking Elected Official
  - i. Name: Michael Purzycki, Mayor
  - ii. Phone: (302) 576-2100
  - iii. Email: mspurzycki@wilmingtonde.gov
  - iv. Mailing Address: 800 North French Street, Wilmington, DE, 19801-3537

### 6. **Population:** 71,106 (U.S. Census)

**7. Other Factors Checklist:**

<b>Other Factors</b>	<b>Page #</b>
Community population is 10,000 or less.	1, 5
The applicant is, or will assist, a federally-recognized Indian tribe or United States territory.	-
The priority brownfield site(s) is impacted by mine-scarred land.	-
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	1-2
The priority site(s) is in a federally designated flood plain.	1-2
The redevelopment of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or any energy efficiency improvement projects	-
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.	8-9

**8. Letter from the State or Tribal Environmental Authority:** See attached



STATE OF DELAWARE  
DEPARTMENT OF NATURAL RESOURCES  
& ENVIRONMENTAL CONTROL  
DIVISION OF WASTE AND HAZARDOUS SUBSTANCES  
391 LUKENS DRIVE  
NEW CASTLE, DELAWARE 19720-2774

SITE INVESTIGATION &  
RESTORATION SECTION

TELEPHONE: (302) 395 - 2600  
FAX NO.: (302) 395 - 2601

January 24, 2019

Mr. Matthew Harris  
Senior Planner II  
City of Wilmington  
Department of Planning  
Louis L. Redding City/County Building  
800 North French Street  
Wilmington, DE 19801

Dear Mr. Harris:

Please accept this letter as an acknowledgement that the Delaware Department of Natural Resources and Environmental Control (DNREC) is aware that the City of Wilmington is planning to submit a FY19 Brownfield grant application to the U.S. Environmental Protection Agency (EPA) under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended by the Brownfields Utilization, Investment, and Local Development (BUILD) Act.

For any assistance or questions you may have concerning DNREC's Brownfield program please contact Jill Williams-Hall, Brownfield Coordinator, at 302-395-2600.

Sincerely,

A handwritten signature in blue ink that reads "Jill Williams-Hall".

Jill Williams-Hall  
Planner IV

JWH:GPB  
JWH19002.doc  
AD001 II D4

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## **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

### **a. TARGET AREA AND BROWNFIELDS**

#### **i. Background and Description of Target Area**

The proposed U.S. EPA Brownfields Community-Wide Assessment grant will target the Northeast Brandywine Riverfront in Wilmington, Delaware. The target area for this assessment project will align with the study area boundary for the ongoing Northeast Brandywine Riverfront U.S. Environmental Protection Agency (EPA) Area-Wide Plan (AWP). The AWP study area, bounded by the Brandywine River to Vandever Avenue and North Market Street to Northeast/Governor Printz Boulevard, encompasses approximately 100 acres and roughly 18 acres of re-developable brownfields, located across the river to the north of downtown. Much of the target area is in the federally-designated floodplain.

Wilmington's Northeast Brandywine Riverfront has a long history of industrial and commercial-use, including power mills, tanneries, manufacturing, and other industries dating back to the early 19th century. Today, this industrial legacy has generated poverty, blight, health disparities, and environmental pollution for the distressed neighborhoods along the urban waterfront. Brownfields challenges have had sustained economic, environmental, and health impacts in this majority-minority community. Brownfields properties sever residential and commercial areas from the Brandywine River, preventing recreational and educational use of one of the City's major assets. Brownfields in the target area are also entangled with barriers to resiliency, including flooding, deficient infrastructure, combined sewer overflows, and large overhead powerlines.

The target area (Census Tract 6.02; population 3,247) is a portion of the larger neighborhood known as Price's Run. While the target area is characterized by large plots, industrial legacy, and current vacancies, the rest of the neighborhood is primarily residential rowhomes. Price's Run is an economically depressed neighborhood with high crime rates. The target area is located within a federally-designated Opportunity Zone. While the City hopes this designation will become a boon to private investment and development, environmental uncertainty will deter developers and must be addressed to capitalize on this opportunity and attract new jobs and businesses.

#### **ii. Description of the Brownfield Sites**

The Northeast Brandywine Riverfront AWP process has identified several catalytic brownfield sites that will require environmental assessment to advance the planned riverfront revitalization, which will include mixed-use development, new parks and recreational resources, and stormwater management facilities. These sites were selected due to their redevelopment potential, connection to the waterfront, importance to the public, and contribution to environmental justice challenges. Some of the sites have undergone extensive assessment and some cleanup, but all require additional environmental testing, risk assessment, and/or evaluation of remedial alternatives to facilitate the AWP and move toward reuse. The background assessment report conducted for the AWP indicated that all seven sites have or likely have environmental issues associated with historically placed fill material, which commonly contains arsenic and PAHs at elevated concentrations. A few of the sites have other potential environmental issues, such as the presence of PCBs or undocumented petroleum underground storage tank releases.

One priority site for assessment is the 4.25 acre, city-owned **Diamond State Salvage Site** located along the Brandywine River. The Brandywine is tidal in this location, and it is also the location of

the largest Combined Sewer Outfall (CSO) in the City. The site is in the 100-year floodplain and subject to flooding from every direction. This vegetated, vacant site is immediately south of the East 16th Street Bridge and west of the 16th Street quarry. From 1949 to 1992, the Diamond State Salvage site was a metal salvage yard that salvaged metal from automobiles, appliances, batteries, gas cylinders, drums, and storage tanks. Salvaged metals included aluminum, copper, iron, and lead. In 2001, grave health impacts from the site precipitated a USEPA Emergency Removal Action, which included the removal and replacement of approximately 78,000 tons of waste with imported fill material ([see documentation](#)). In 2008, DNREC certified Diamond State Salvage Site as a brownfield. Due to concerns regarding the adequacy of cleanup at the site, DNREC-SIRS conducted more recent investigation that indicates the need for environmental risk assessments to determine if more testing is needed and to determine a path forward to move the site toward reuse.

Another priority site for assessment is the **Moyer School Property**. Owned by K12 Management, Inc., the Moyer School site is on two tax parcels totaling less than 2 acres located opposite each other on East 17th Street near the intersection with North Pine Street. The site has three buildings that are vacant. The site was most recently used as a school starting in 2010. Former known uses include Goodwill Industries (warehouse and repair shop), NKS Distributors, Inc. (a beer distributor), Hercules, Inc. (an international chemical business), and an unnamed printing business. Environmental documents indicate that two underground storage tanks containing gasoline and heating oil were removed from the site in 1991. While the environmental impact from the tanks was found not to be significant in the only environmental records found on the site, additional assessment is needed due to the likely presence of environmentally impacted fill material.

Additional sites in the target area that will require environmental assessment and/or remedial planning to advance residential, light-industrial, and recreational redevelopment plans, include the 8-acre **former Wiley Cork Site** owned by New Destiny Fellowship; the 0.6 acre **Masley Gloves** property owned by Jessup Enterprises, LLC and currently operating as a specialty glove manufacturer; and the adjoining **802 East 13<sup>th</sup> Street** (0.3 acres) owned by 13<sup>th</sup> St., Inc. and **1201 North Locust Street properties** (0.5 acres) owned by 2013, Inc. These properties are currently used for a general mix of storage, ministries, and a car detailing and maintenance businesses. A map from 1927 indicates the Brandywine River and/or an island was on the footprint of the site, raising the potential for presence of environmentally impacted fill material in addition to potential petroleum releases. EPA Assessment funds will also enable the City to undertake environmental assessment before acquiring **Right-of-Way (ROW) for key infrastructure projects** such as the 12<sup>th</sup> Street Connector (described below) that will advance the AWP and other planning efforts.

## **b. REVITALIZATION OF THE TARGET AREA**

### **i. Redevelopment Strategy and Alignment with Revitalization Plans**

In 2017, the City of Wilmington launched its robust EPA AWP effort to transform the underutilized and contaminated Northeast Brandywine Riverfront into a vibrant urban waterfront with new businesses, residential, greenspaces, and a “living shoreline,” connected with walkable complete streets and trails. Each above sites were identified as integral to the AWP implementation. Projected impacts of sea level rise and sustained environmental degradation motivated plans for a living shoreline—a protected, stabilized coastal edge made of natural materials—for resiliency along the riverfront, primarily on the Diamond Salvage Site. The Diamond Salvage Site is also envisioned for reuse as park with potential residential, responding to

the need for improved riverfront access. The AWP contemplates potential use of the Moyer School Property as new athletics fields to be used and maintained by the neighboring Boys & Girls club.

A key AWP goal is to identify and implement the unified visions and objectives of residents, property owners, and local government, building upon previous and ongoing plans. The AWP is closely integrated with the concurrent Wilmington Area Planning Council's (WILMAPCO) transportation planning study to connect 12th Street from I-495 to the Brandywine Waterfront and the 16th Street Bridge (just north of the Diamond State Salvage Site). Community-wide Assessment funds will support All Appropriate Inquiries (AAI) for ROW acquisition necessary for this project, which aims to promote more efficient and multi-modal connections that generate economic growth. The AWP is also integrated with the ongoing Wilmington 2028 Comprehensive Plan and the multi-year Blueprint Communities Northeast Community Revitalization Plan. The AWP also aligns with and builds upon previous planning efforts, including the 2012 Neighborhood Comprehensive Development Plan for the Price's Run/Riverside-11th Street Bridge Analysis Area, the 2013 Brandywine River/Northeast Wilmington Redevelopment Plan commissioned by the Wilmington Housing Partnership, the 2016 City of Wilmington Delaware Neighborhood Revitalization Strategic Area prepared by the City's Department of Real Estate and Housing, and the City of Wilmington Brandywine Northeast Living Shoreline conceptualization study.

## **ii. Outcomes and Benefits of Redevelopment Strategy**

This Community-Wide Assessment grant will facilitate the implementation of the AWP, resulting in the following outcomes and benefits to Price's Run neighborhood and surrounding community:

- 1) Enhanced connection to the riverfront** by transforming contaminated sites into well-connected greenspaces with opportunities for recreation and education, resulting in improved health outcomes, enhanced quality of life, and economic investment on the waterfront.
- 2) Safe, reliable, economical transportation choices** for residents by facilitating key connections and enhancing access to multi-use trails. Benefits: reduced vehicular crashes, reduced vehicular emissions, time-savings, and improved health outcomes from enhanced walkability/bike ability.
- 3) Vibrant, stable Price's Run community** by engaging the public, targeting funding toward existing neighborhoods, and using/improving existing infrastructure, resulting in neighborhood stabilization and economic development.
- 4) Resilient future** by mitigating sea level rise, addressing flooding, and reducing environmental degradation and contamination, resulting in better health outcomes and reduced social costs.
- 5) Policy coordination and leveraging** by collaborating with community stakeholders and strategically aligning public sector resources to attract private investor, resulting in increased investment, job growth, and leveraged resources.

## **c. STRATEGY FOR LEVERAGING RESOURCES; i. Resources Needed for Site Reuse**

EPA Assessment funding will enable Wilmington to undertake the assessments, remedial plans, and reuse planning necessary to advance the status of its priority sites and access the federal, state, and private sector resources for which Wilmington is eligible to apply as a local government. The EPA Assessment grant will stimulate the availability of US EPA Brownfields Cleanup or Revolving Loan Fund grants, as well as DNREC-SIRS Hazardous Substance Cleanup Act Brownfield Grants to support future remediation at the priority sites. The combination of the EPA AWP and Assessment grants will improve Wilmington's eligibility and competitiveness for a

range of state and federal grants to support reuse and implementation of the redevelopment plan, including: DNREC Outdoor Recreation, Parks and Trails grants (potential), which could support planning and design of parks or trails, and outdoor recreation facility construction on the Diamond Salvage Site and/or Moyer School Site; US DOT BUILD grants (potential), which could support the 12th Street Connector; DelDOT Transportation Alternatives Program grants (\$1 million secured) to upgrades to streets, lighting, and sidewalks along Vandever Avenue from N. Market St. and south on Jessup to the Brandywine River; DNREC Community Environmental Grant (\$32,600 secured) for developing living shoreline concept; funding from Wilmington Housing Partnership (\$20,000 for secured for the Northeast Wilmington Redevelopment Plan); and in-kind support from various partners. Further, Wilmington is marketing its Opportunity Zones to boost developer interest and private investment in the target area. Assessment funds will enable Wilmington to provide more certainty to prospective developers on the environmental conditions of key sites, improving the city's ability to leverage private sector investment.

**ii. Use of Existing Infrastructure:** Wilmington will focus on employing cost-efficient upgrades to existing infrastructure needed for redevelopment. Existing streets, sewer lines, and other critical infrastructure will continue to serve several priority sites, while EPA Assessment funding and additional resources such as those listed above will also help facilitate planned infrastructure upgrades to better connect key areas of the community and improve stormwater management.

## **2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

### **a. COMMUNITY NEED, i. The Community's Need for Funding**

The target area is a highly distressed, majority-minority community of only 3,247 residents with limited ability to carry out environmental remediation without EPA Assessment grant assistance. The economic demographic data in Table 1 (below) clearly demonstrate median household income levels in the target area well below that of the city, and under half of the median household income in New Castle County and the State of Delaware. The City of Wilmington is limited in its ability to draw on local funding sources to support the project. Over the past few years, the City's coffers have been dramatically impacted by the loss of the Dupont Company, which was an economic icon. In the most recent fiscal year, the City absorbed \$3.76 million in personnel cost increases while losing \$1.4 million in traffic citation revenue due to obscure epilogue language appended to the 2017 State Bond Bill, resulting in sacrifice by all Departments to balance the budget, with major hits to community activities. Private funding mechanisms are extremely limited and made even more so due to brownfields-related risk. For instance, a developer of the HUD HOPE VI housing near the target area was unable to secure financing for non-subsidized housing areas due to the crime rate. While the Opportunity Zone program may help boost private investment by spreading risk with the new tax incentive, this investment will still be dependent upon the City's ability to entice developers with shovel ready sites with certainty as to environmental conditions.

### **ii. Threats to Sensitive Populations, 1) Health or Welfare of Sensitive Populations**

The target area faces extreme health disparities in outcomes characteristic of high-poverty urban areas with poor recreational access. Over 44% of the target area population is obese, compared with 30% nationally. The rate of diabetes in the target area (20.2%) is almost twice the national



rate (10.8%); adults who experienced a stroke (6.7%) is over twice the national statistic (3.2%); and adults experiencing poor mental health (17.9%) is dramatically higher than nationally (11.7%).

Further, Wilmington, DE, is one of the least safe cities in the United States. Although Wilmington crime overall has dropped by nine percent from 2017 to 2018, Price's Run has seen an increase of 13%. This is particularly striking when considering that directly across the river, in downtown Wilmington, overall crime has reduced by 18%. In addition to a lack of employment opportunities in the neighborhood, the area's brownfield challenges and high levels of vacancy likely contribute to higher crime rates. By facilitating riverfront revitalization to improve access to recreation, attract jobs, and reduce blight, EPA Assessment funds will help address the severe health and welfare challenges that North Brandywine Riverfront residents.

<b>Table 1.</b>	<b>AWP</b>	<b>City</b>	<b>County</b>	<b>State</b>	<b>US</b>
Population	3,247	71,276	555,036	943,732	321 mil
Unemployment	12.3%	9.4%	6.5%	6.4%	6.6%
Poverty Rate	36.6%	27.0%	11.9%	12.1%	14.6%
Percent Minority	91.1%	71.7%	41.5%	37%	38.5%
Percent Black	85.3%	59.8%	26.3%	23.7%	13.9%
Mdn HH Income	\$29,758	\$40,221	\$68,336	\$63,036	\$57,652
Mdn /Cap Income	\$21,687	\$27,062	\$34,541	\$32,625	\$31,117
Children Under 5	8.4%	6.7%	5.9%	5.9%	6.2%
65 and older	17.5%	13.2%	14.2%	17.0%	14.9%
Fertility	59	56	43	48	52
No Vehicles Avail.	33.6%	22.4%	7.1%	6.2%	8.8%
Vacant Housing %	12.3%	16.6%	8.3%	16.8%	12.2%
Data from U.S. Census American Community Survey 2012-2017					

## ***2) Greater Than Normal Incidence of Disease and Adverse Health Conditions***

The EPA Assessment grant will be utilized to identify environmental contamination and plan for remediation of key sites the target area, helping to reduce risk for vulnerable populations who incur a greater-than-normal incidence of chronic disease and health challenges associated with the toxic releases to the air and the water that come from concentrated brownfields properties. According to the most recent Delaware Health Tracker data (2016), the percentage of adults with COPD (10.8) and asthma (13.2) is significantly higher than national percentages (COPD: 6.5; asthma: 8.9). Incidence of lung and bronchial cancer is higher in the target area (80.0/100,000) than nationally (60.2/100,000). The infant mortality rate in the target area (6.5 per 1,000 live births) is higher than the national rate (5.9); infant mortality rate among African Americans in the target area (10.1) is over twice the rate for white people in the target area (4.6).

## ***3) Economically Impoverished/Disproportionately Impacted Populations***

According to the Census, over 37% of target area residents live in poverty; 40% of African Americans live in poverty; and 44% of children under five live in poverty. EPA's EJSCREEN EJ Index measurement in the target area indicates troubling environmental justice consequences resulting from Wilmington's industrial legacy. The target area is in the 94<sup>th</sup> percentile in the state for PM 2.5; 93<sup>rd</sup> percentile for Ozone; 97<sup>th</sup> percentile for NATA Air Toxics Cancer Risk; 98<sup>th</sup> percentile for Respiratory Hazard Risk, 88<sup>th</sup> percentile for Superfund Proximity; 96<sup>th</sup> percentile for RMP Proximity; 98<sup>th</sup> percentile for Hazardous Waste Proximity; and 97<sup>th</sup> percentile for wastewater discharge indicator. EPA Assessment funds will advance remediation of brownfield sites and AWP implementation, which aims to improve economic conditions and address environmental justice for residents of the economically impoverished Northeast Brandywine Riverfront.



**b. COMMUNITY ENGAGEMENT, i. Community Involvement**

<b>Partner Name</b>	<b>Point of Contact</b>	<b>Specific Project Role</b>
City of Wilmington	Matthew Harris, (302) 576-3110, <a href="mailto:mharris@wilmingtonde.gov">mharris@wilmingtonde.gov</a>	Cooperative Agreement Management; taskforce leader
Old Brandywine Village, Inc. (OBV)	Bobbi Britton, 302-652-3008	Community engagement; steering site selection; reuse planning
UD Water Resources Agency	Martha Narvaez, 302-831-4931, <a href="mailto:mcorrozi@udel.edu">mcorrozi@udel.edu</a>	Water quality expertise; liaison with City Dept. of Public Works
UD Small Business Development Center	Robert Raush, (302) 831-0773, <a href="mailto:rausch@udel.edu">rausch@udel.edu</a> ,	Economic/business development; engagement w/business community
UD Center for Community Research & Service (CCRS)	Roger Hesketh, (302) 573-4438, <a href="mailto:rogergh@udel.edu">rogergh@udel.edu</a> ,	UD Center for Community Research & Service will provide tech. assistance and input/support
NOAA	Simeon Hahn, (240)533-0391, <a href="mailto:Simeon.Hahn@noaa.gov">Simeon.Hahn@noaa.gov</a>	UWFP coordination; GI Habitat expertise
Stat Organization	Richard Stat, (302) 573-2500	Community Member/Property Owner
Brown Boys and Girls Club	Michael Crumble, <a href="mailto:MCrumble@bgclubs.org">MCrumble@bgclubs.org</a> , (302) 656-1386	Community Center in project area, input on site reuse, maintenance of future Moyer Property use
New Destiny Fellowship Church	Azeez Weeks, (302) 290-5887	Community Partner
WSFS Bank	Theresa Hasson, (302) 571-7015, <a href="mailto:thasson@wsfsbank.com">thasson@wsfsbank.com</a>	Local Financial Institution
WILMAPCO	Dave Gula, <a href="mailto:dgula@wilmapco.org">dgula@wilmapco.org</a> , (302) 737-6205 ext. 122	Local MPO Representative
City Council	Zanthia Oliver, (302)576-2140, <a href="mailto:zoliver@wilmingtonde.gov">zoliver@wilmingtonde.gov</a>	3 <sup>rd</sup> District Council Representative

**ii. Incorporating Community Input**

The Community-Wide Assessment grant will build upon the community input structures in place for the on-going AWP effort. The Northeast Brandywine Riverfront Brownfields Community Steering Committee is comprised of residents, business owners, pastor and property owners living in and proximate to the project area. The committee structure was developed by the community to define how they want to receive information, provide input, and make reuse decisions. This structure has thus far worked successfully throughout the AWP and the DNREC living shoreline planning process. The community specifically stated that they wished to engaged through existing community organizations. Therefore, the composition of the Community Steering Committee is and will remain: a resident member of the Third District Planning Council; a representative from each civic association proximate to the project area; up to six residents, business owners, pastors and other stakeholders who are willing to commit the time necessary to complete this project. These represent the voting body of the committee. Resource partners needed to fund, manage, and provide information are also members. The resource participants are and will remain a DNREC staff partner, a representative from NOAA, a UD faculty member, a staff member from the City of Wilmington, a board member from OBV, and an additional UD faculty and other partners appropriate to the tasks under discussion. A series of larger meetings will be held to review the

decisions of the steering committee. These meetings will include residents, stakeholders, elected officials, the business community, and any residents who are interested.

### 3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

#### a. DESCRIPTION OF TASKS AND ACTIVITIES

##### **Task 1 – Cooperative Agreement**

**Oversight:** The Senior Planner II will serve as the Project Manager. Under this task, the Project Manager will: be a liaison with EPA Region 3; assure compliance with grant requirements throughout; competitively procure a Qualified Environmental Professional (QEP) and planning

<b>Project Schedule</b>	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
<i>Grant Management</i>												
<i>Task Force Meetings</i>												
<i>QEP Procurement</i>												
<i>Community Meetings</i>												
<i>Site Selection</i>												
<i>Site Access Agreements</i>												
<i>Phase I &amp; Phase IIs</i>												
<i>Remedial Planning</i>												

consultants; oversee consultant work; attend two regional and two national Brownfields Conferences with a Planning Department staff to learn best practices and identify ways to leverage. Under this task during the 3-year period, the QEP will complete and submit quarterly progress reports; disadvantaged business enterprise reporting, federal financial reports, ACRES reports, and a final performance report.

**Task 2 – Community Outreach & Involvement:** Under this task, the Project Manager and QEP will conduct engagement activities with residents, businesses, organizations, and other stakeholders for both hazardous waste and petroleum sites. The Project Manager will arrange for meeting space, supplies, and audio-visual for meetings. Participants will help to decide where to deploy EPA funds and determine reuse options. The City will connect with the community through public meetings, neighborhood association gatherings, speaker's bureaus, newsletters, dedicated web sites, social media, the production of print materials, and other outreach vehicles. The City will strengthen its AWP Steering Committee by inviting new partners and holding stakeholder feedback sessions. Under this task, the QEP will present at public meetings and provide community updates and project related information for printed programs for public distribution.

**Task 3 – Brownfields Assessment Activities:** The QEP, with support of the Project Manager and Steering Committee, will undertake site assessment activities; procurement of subcontractors if necessary; refinement and finalization of rating/ranking criteria; rating and ranking of sites; follow-up planning/technical assistance on sites (tax records, mapping, past studies); preparation for a comprehensive Quality Assurance Project Plans (QAPP) for all sites; and preparation of Sampling and Analysis Plans and Health and Safety Plans as needed for Phase II Assessments. Sites will be evaluated through performance of Phase I and/or Phase II Environmental Sites Assessments (ESAs). The Phase I ESA's will be performed by the QEP in accordance with the American Society for Testing Materials Standard (ASTM) 1527-13 and the guidelines set forth in the US EPA's AAI Rule. Sites recommended for further study by the QEP will be subject to a Phase II ESA, inclusive of analytical studies to determine the impact by the site to public health and/or the environment. Prior to undertaking activities involving the collection of environmental samples, the QEP will prepare and submit a QAPP which meets the approval of the U.S. EPA Region 3 Brownfields Program. The QAPP will describe the project, the sampling and analytical

strategies, and the methods and procedures that will be used in all Phase II assessments. The QAPP will be utilized to help compile Site Specific Sampling Plans (SSAP) to determine the degree of contamination at these sites. Activities will include conducting AAI's at the contaminated ROW the City seeks to acquire for the 12<sup>th</sup> Street Connector and other infrastructure projects, as well as assessments at other targeted brownfield sites within the target area. The QEP will also undertake environmental risk assessments to advance key sites toward development in alignment with the AWP. As such, Wilmington estimates it will conduct 6 Phase I assessments (4 hazardous, 2 petroleum), and up to 6 Phase II assessments (4 hazardous, 2 petroleum).

**Task 4 – Site Reuse & Cleanup Planning:** Under this task the QEP will work with the Project Manager, Steering Committee, and other consultants to produce Remedial Action Program Plans (RAPPs) to advance the priority sites toward redevelopment. The QEP will also undertake any additional site reuse assessment, infrastructure assessments, sites disposition strategies, and evaluations of market viability that are needed for this project that are not part of the AWP. Under this task, the Project Manager will coordinate stakeholder input and oversee consultant work.

**b. COST ESTIMATES AND OUTPUTS**

**Task 1) Cooperative Agreement Oversight (\$11,450):**

**Personnel:** \$4,000 = Project Manager @ \$100,000/yr \* 0.0133 FTE \* 3 yrs; **Travel expenses:** \$2,700 – 2 staff attending 2 regional conferences and 2 EPA conferences (4 \* \$400) flights, driving (\$90 gas), hotels (6 \* \$110), and \$350 (approx. 18 meals); **Contractual:** \$4,500 QEP fee for reporting based upon estimate from brownfields consultant; **Supplies:** \$250 misc. office supplies (copies, pens, paper clips, ink, etc.)

<b><i>ii. Budget Table</i></b>					
Category	Cooperative Agreement	Community Outreach	Brownfields Assessment	Remedial Planning	TOTAL
<b>Hazardous Substances – Project Tasks</b>					
<b>Personnel</b>	\$2,500	\$3,000	\$2,000	\$2,000	\$9,500
<b>Fringe</b>	\$0	\$0	\$0	\$0	\$0
<b>Travel</b>	\$1,700	\$0	\$0	\$0	\$1,700
<b>Equipment</b>	\$0	\$0	\$0	\$0	\$0
<b>Supplies</b>	\$150	\$1,500	\$250	\$200	\$2,101
<b>Contracts</b>	\$3,000	\$5,000	\$120,000	\$58,000	\$186,000
<b>Other</b>	\$0	\$600	\$0	\$0	\$600
<b>Subtotal</b>	\$7,350	\$10,100	\$122,250	\$60,200	\$199,900
<b>Petroleum Contamination – Project Tasks</b>					
<b>Personnel</b>	\$1,500	\$2,000	\$1,000	\$2,000	\$6,500
<b>Fringe</b>		\$0	\$0	\$0	\$0
<b>Travel</b>	\$1,000	\$0	\$0	\$0	\$1,000
<b>Equipment</b>	\$0	\$0	\$0	\$0	\$0
<b>Supplies</b>	\$100	\$1,000	\$200	\$200	\$1,500
<b>Contracts</b>	\$1,500	\$3,000	\$58,000	\$28,000	\$90,500
<b>Other</b>	\$0	\$600	\$0	\$0	\$600
<b>Subtotal</b>	\$4,100	\$6,600	\$59,200	\$30,200	\$100,100
<b>TOTAL</b>	<b>\$11,450</b>	<b>\$16,700</b>	<b>\$181,450</b>	<b>\$90,400</b>	<b>\$300,000</b>

**Task 2 – Community Outreach & Involvement (\$16,700):** **Personnel Costs:** \$5,000 = Project Manager @ \$100,000/yr \* 0.0167 FTE \* 3 yrs); **Contractual:** \$8,000 QEP fee for participating in/facilitating public meetings/ engagement; **Supplies:** \$2,000 (\$1000 = 10,000 copies print materials @ \$0.10 per for outreach, meetings, etc), \$500 misc. office supplies, \$500 audiovisual and design; **Other: Meeting Expenses** - \$1200 = 12 meetings \* \$100 per room rental

**Task 3 – Brownfields Assessment Activities (\$181,450):** **Staff:** \$3,000= Project Manager @ \$100,000/yr \* 0.01 FTE \* 3 yrs to manage the assessment process, negotiation with site owners,

coordination of consultants; **Contractual:** \$178,000 QEP fee = 6 Phase I Assessments @ \$4,000 each + 6 Phase II Assessments @ \$24,000 each, \$10,000 for other assessment activities, supplies, and materials **Supplies:** \$400 misc. office supplies for consultants and staff

**Task 4 – Site Reuse & Cleanup Planning (\$90,400):** **Peronnel:** \$4,000= Project Manager @ \$100,000/yr \* 0.0133 FTE \* 3 yrs); **Contractual:** \$96,000 QEP fee for remedial action planning and other planning; **Supplies:** \$450 for misc. office supplies. This task is 30.1% of budget.

#### **c. MEASURING ENVIRONMENTAL RESULTS**

Wilmington will track, measure, and document its progress toward environmental, economic, social, and environmental justice, quality of life and green infrastructure outcomes by: designating an individual staff person, along with consultant help, to track, measure, and document outputs and outcomes in the project; holding regularly Steering Committee meetings with public input every quarter where the City will provide progress reports; posting progress reports on outputs and outcomes via its web-based outreach tools, including a dedicated webpage; and timely providing required reports to EPA, DNREC, and other stakeholders. Outputs/outcomes for each task include:

**(1) Cooperative Agreement Oversight:** **Outputs:** Effectively executed cooperative agreement; clearly established roles and tasks for grant management process; training and capacity-building at conferences for two staff; and compliance measures in place. **Outcome:** Grants efficiently administered, clear governance structure, timely and complete reporting. **Tracking:** ACRES reporting and internal quality assurance evaluation.

**(2) Community Outreach & Involvement:** **Outputs:** 12 community meetings; >5,000 community members reached with outreach; dedicated web page; and formal site access agreements. **Outcome:** Stakeholders have ownership and input in project, stakeholders are vested in redevelopment plan. **Tracking:** ACRES report on engagement, biannual satisfaction surveys, public feedback to results.

**(3) Brownfields Assessment Activities** **Outputs:** 6 Phase I assessments (2 petroleum; 4 hazardous) and 6 Phase II assessments (2 petroleum; 2 hazardous). **Outcome:** More certainty and less risk associated with key AWP sites, health benefits from public awareness and future cleanup. **Tracking:** ACRES reports on results, Delaware Health Tracker.

**(4) Site Reuse & Cleanup Planning** **Outputs:** RAPPS; reuse plans that align with the AWP; resource roadmap for advancing key sites; community support and approval. **Outcome:** Environmental justice for residents through sites reuse plans that provide parks, greenspace, jobs, housing, and retail. **Tracking:** ACRES reports on plans, achievement of AWP goals.

#### **4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

##### **a. PROGRAMMATIC CAPABILITY,                      i. Organizational Structure**

The City of Wilmington has a strong track record of successfully managing community projects. Key to this Community-Wide Assessment effort is the development of a detailed work plan with clear milestones and responsibilities, which will be created at an initial meeting with participation from the Mayor, the Planning Director, and other key staff. The meeting will identify goals and strategies and develop a work plan with well-defined and delineated responsibilities. Performance measures will help to track progress. To ensure that the project is on schedule, status updates will be incorporated into the City's existing reporting structure. In addition, staff will meet regularly with key community-based partners. Overall project supervision will be assigned to Matt Harris, Senior Planner II at the City of Wilmington. Matthew has extensive experience working with the

City's economic development, housing, public works, engineering, legal, and finance departments, as well as familiarity with conducting outreach campaigns in the community—especially given his recent work on the AWP. Matt will serve as a liaison between EPA Region 3 and Wilmington and be responsible for assuring compliance with the administrative and reporting requirements of the cooperative agreement. He will lead the community engagement activities associated with the grant and be responsible for procuring and managing the QEP. Matthew will be supported by a qualified team of interdepartmental staff. Herb Inden, Planning Director, will provide overall project support, including management of community engagement and site selection. Leonila Capron, Grants Accountant for the Department of Finance will manage the fiscal resources of the grant, drawing down the funds and reporting of the fiscal expenses required. Wilmington's committed team of employees with extensive brownfields experience will establish a Community Engagement team and a Technical Team who will work together to accomplish project goals. This redundancy will ensure that milestones will be achieved, even in the event of employee turnover.

**ii. Acquiring Additional Resources:** The project team will procure the QEP and additional remedial planning consultants in adherence with local, state, and federal competitive procurement standards. The City's procurement procedures include seeking statements of qualifications and price proposals that are reviewed by the Supervisor and staff. The Steering Committee will have an advisory role in QEP procurement. Professionals with previous EPA Brownfields experience will be encouraged to compete. Contractors who submit the lowest bona fide bids and are considered to be fully responsible and qualified will be selected. City Board approval is required for all RFP awards. Assuming an October 1, 2019, award date, the City anticipates the immediate release of the RFP with proposal due November 15, 2019. The City will select the QEP and any additional expert consulting firms by December 15, 2019, and following selection, execution of contracts will be complete by January 15, 2020. Should the need arise to recruit new staff for the project, the City will seek candidates with previous brownfields experience. Open positions will be filled quickly, and new staff members will be assimilated into existing team structures.

## **5. PAST PERFORMANCE AND ACCOMPLISHMENTS**

### **i. Currently Has or Previously Received an EPA Brownfields Grant**

In 2006, the City of Wilmington was awarded a \$200,000 U.S. EPA Brownfields Hassessment grant for hazardous substances.(1) Purpose & Accomplishments: Consistent with the City's workplan and accurately reflected in ACRES, Wilmington executed 8 Phase I ESA and 6 Phase II ESAs over 13 sites, to conduct 5-10 Phase I and II environmental assessment throughout the community, representing a total of 70.2 acres and 38 parcels of impacted brownfields in the city. Additional outcomes include redevelopment plans that helped support efforts to leverage fudnign for redevelopment. Many of these have completed the cleanup process and produced new parks, public facilities, commercial, residential, and retail spaces that have created new jobs and residential opportunities. (2) Compliance with Grant Requirements: The grant was closed out on time and within the budget with grand funds expended. All requirements were satisfied, including timely filing of quarterly reports, financial status reports, and ACRES reporting.



**THRESHOLD CRITERIA RESPONSE**

**1. Statement of Applicant Eligibility:**

The City of Wilmington is a municipal applicant and is eligible to apply for EPA Brownfield Grants.

**2. Documentation of applicant eligibility IF other than city, county, state, or tribe: N/A**

**3. Description of Community Involvement:**

The City of Wilmington will build upon the outreach and input structures in place for its ongoing Northeast Brandywine Riverfront Area-Wide Planning project to ensure community involvement in this U.S. EPA Brownfields Community-Wide Assessment project.

The Northeast Brandywine Riverfront Brownfields Community Steering Committee is comprised of residents, business owners, pastor and property owners living in and proximate to the project area. The committee structure was developed by the community to define how they want to receive information, provide input, and make reuse decisions. This structure has thus far worked successfully throughout the Area-Wide Planning process, as well as concurrent grant-funded planning processes including the Delaware Department of Natural Resources & Environmental Control (DNREC) living shoreline planning process.

In alignment with the desires expressed by residents, the primary mechanism for community involvement is through collaboration of existing community organizations. The composition of the Community Steering Committee is and will remain: a resident member of the Third District Planning Council; a representative from each civic association proximate to the project area; up to six residents, business owners, pastors and other stakeholders who are willing to commit the time necessary to complete this project. These represent the voting body of the committee. Resource partners needed to fund, manage, and provide information are also members. The resource participants are and will remain a DNREC staff partner, a representative from NOAA, a University of Delaware (UD) faculty member, a staff member from the City of Wilmington, a board member from Old Brandywine Village, Inc., and an additional UD faculty and other partners appropriate to the tasks under discussion. A series of larger meetings will be held to review the decisions of the steering committee. These meetings will include residents, stakeholders, elected officials, the business community, and any residents who are interested.

The City will connect with the community through public meetings, neighborhood association gatherings, speaker's bureaus, newsletters, dedicated web sites, social media, the production of print materials, and other outreach vehicles. The City will strengthen its AWP Steering Committee by inviting new partners and holding stakeholder feedback sessions.

**4. Active Assessment Grants: The City of Wilmington does not have an active EPA Brownfields Assessment Grant.**

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

01/31/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

51-6176414

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

City of Wilmington

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

(b) (6)

\* c. Organizational DUNS:

0673939000000

d. Address:

\* Street1:

800 North French Street

Street2:

\* City:

Wilmington

County/Parish:

\* State:

DE: Delaware

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

19801-3537

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

Matthew

Middle Name:

\* Last Name:

Harris

Suffix:

Title:

Senior Planner II

Organizational Affiliation:

\* Telephone Number:

(302) 576-3110

Fax Number:

\* Email:

mharris@wilmingtonde.gov



## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

### Type of Applicant 2: Select Applicant Type:

### Type of Applicant 3: Select Applicant Type:

### \* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

### CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-18-06

### \* Title:

FY19 GUIDELINES FOR BROWNFIELDS ASSESSMENT GRANTS

### 13. Competition Identification Number:

### Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Northeast Wilmington Assessment Grant

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: